

**Space Family Education, Inc.
Board of Director's Open Meeting
August 16, 2001**

Director Report

No Report. Ms. Hirning was out.

Staffing

Resignations:

New Hires:

Other:

Operations

Facility:

Special Events:

Other:

Committee Reports

Education Curriculum

Mr. Nguyen pointed out that the action was still pending from the July session regarding copying and getting CDs of the software available for the computers in the rooms.

Playground

Mr. Nguyen took the action to contact Brian Kelly to see if he's willing to accept the role of committee chair. May check with Arne Aamodt if Mr. Kelly is not willing. Ms. Lewis also suggested that her husband may be willing to help out as well.

Newsletter and Web Page

Discussion occurred about considering revamping the newsletter somehow, but that decision will rest with the next Board. In terms of the Web page, Mr. Nguyen reported that he is working the transition to several people. Linda Moreland will be the lead for this. He's still gathering update information. After he has it updated he will work on actually handing it over. It was pointed out that the Staff Birthday list needs to be updated as well.

Ms. Buquo took the action to work with Mr. Nguyen to get an account for Ms. Moreland on the Web site.

Room-1

No report.

Room-2

See Policies and Procedures below for discussion on migration concerns addressed.

Room-3

Ms. Lewis asked the question about when new Room Captains take over. It was pointed out that usually that occurs in September, but that Open House is the best time to discuss. It was also reported that there is a broken shade in the room. Ms. Hirning needs to ensure that it gets fixed.

Room-4

No report

Room-5

No report

Room-6

No report

Room-7

No report

Room-8

No report

Room-9

Things are good.

Board Member Reports

This is the final report for the current SFEI Board. New members officially assume their positions at the next Board meeting. All Board Members are working transitioning of current responsibilities. New Board Member Positions are:

President: Susan Gomez

Vice President: Erica Vandersand

Treasurer: Laurie Garcia

Policies and Procedures: Jennifer Lewis

Secretary: Louis Nguyen

Policies and Procedures: (Gretchen Thomas)

Two parents were in attendance to address what they saw as a concern with how migration was being handled. A situation had occurred with a new family coming into the Center who were contacted as a result of an opening in Room-3. It was complicated, however, by the fact that Ms. Thomas gave them the option, given the age of the child, to consider Room-2 as well, at which point she would see if a family in Room-2 was interested in moving their child into Room-3.

Ms. Delacruz and Ms. Knotts were interested in understanding how this could occur. Ms. Knotts wanted to bring before the Board the idea that they should always consider the parents already in the Center first before opening up to a member on the Waitlist. There was some belief that the older children in Room-2 should have been given a chance at the opening in Room-3 before it was opened to a new family.

After considerable discussion, Ms. Thomas gave some background on how the waitlist has worked historically. It's obviously never been an easy thing to handle. In the past, movement was always based purely on birthdate. Without some flexibility in this it turned out to be very difficult to fill slots in the older rooms. The Center was losing money as a result. But the Waitlist was easier to handle. With the expansion in the new center, however, we're now at 6-month age brackets for the younger groups and this makes it much more difficult to handle. Recognizing this, Ms. Thomas and Ms. Hirning started the year with a list of which kids were where and would move when. They were taking into consideration some of the development needs for the children and not just birthdate. This year there was even a harder choice as a result of the number of folks on the waitlist for the infant rooms. There are 80 people on the list. As a result, many decisions on filling spots were based on getting as many infants in as possible.

Mr. Nguyen discussed this as a timing issue. The basic premise is that when someone leaves there is no obligation to move another child up. The Waitlist is usually the first choice and should remain the first choice. Ms. Thomas made the point that this center is for all members, even those on the Waitlist, and that she's very sensitive to past criticism the Board has received in being focused only on parents in the school. This has got to be a process that considers the entire membership.

Much more discussion occurred and Ms. Lewis (who officially assumes the position next month) pointed out that she's trying to work on a policy where age groups are not mixed. She has stated that she is going to try and explain to everyone what that "policy" will be.

Ms. Vandersand said that the new Board needs to come up with a set of "guiding principles" in this area, recognizing that rules are probably too inflexible. Ms. Lewis iterated that she's going to try and give a class on what she develops to ensure everyone understands how it's supposed to work.

The general consensus at the meeting was that those parents like Ms. Knotts who have concerns about their child's development needs should be certain to work with the teachers in the classroom and make certain the right level of activities are in place to ensure her child's receiving what's best for him or her.

Ms. Delacruz then discussed the need for advance warning of when kids are going to migrate. Ms. Thomas stated that that was a problem and that it needs to be done as far in advance as possible. This definitely needs to be corrected. Ms. Hirning has the action of ensuring this doesn't happen again.

In terms of current status of the Center, Ms. Thomas stated that she has one opening in Room 4 with a phone call out. Basically, the Center is full.

Treasurer: (Susan Gomez)

Ms. Gomez let the Board know that she had received a call from Bob Hall and that the current Summer Camp building is available for "Break" Camp (e.g., Thanksgiving, Christmas, Spring Break, etc.). He did state that the building status would be reviewed again in April for consideration for Summer Camp next year. So no decision on that yet.

Financially, the Center is doing fine. Summer Camp is doing well. It made 7K in June alone. The Budget Committee meeting went well as well. She still has a few tweaks to make to the final budget, but is almost there and when this is complete will input the budget officially. She is, however, fairly certain we can afford the swing set. New tuition rates are posted and all members received their official 30 days notice. She also pointed out that she's transitioning everything to the Merrill Lynch accounts.

Secretary: (Lynn Buquo)

Still have not done the evaluation on Ms. Hirning, will have to be passed to the new secretary. Will be working with Mr. Nguyen to transition all information and responsibilities before next Board meeting.

Vice President/President: (David Goeken)

Kelsey-Seybold had discovered a problem with over chlorination in the water. The water is now back to normal. He reported that the mowing appears to be going well. He did not look at a potential new DSL provider. Still plans on helping with that.

One parent in attendance pointed out that she was unhappy when ParentWatch sent her her account and password information in an open e-mail. She talked to folks at ParentWatch and supposedly this is fixed, but she did recommend that parents consider changing their passwords. It was stated that all the rooms and parents should be squared away with the new migrations. Mr. Goeken reminded Board Members that if they are interested they can have access to all the rooms.

SFEI Member's Report

Walk-ons

Ms. Lewis wondered if the check-in software could be programmed to help with parent communication. If interested, the new Board can talk to Nancy about inputting messages for the parents.

Ms. Delacruz had a comment for Ms. Hirning. She was wondering if some advance warning could be given in terms of all the extracurricular activities that will be available this school year just so folks could have a little more time to consider their options.

She also suggested that when new room captains take over that they be told that the teachers really like to be recognized on their birthdays. They need to ensure they're aware of that and help parents know that information. Staff birthdays are on the Web. (It will be updated soon.)

Ms. Buquo reminded folks that she probably will not attend future meetings, but that if they have any questions related to ISD, they should not hesitate to contact her. Mr. Nguyen asked about a printer for the Computer Lab and was going to investigate and get back to her with more information.

Next Board Meeting

Thursday, September 20, 2001, 11:30 to 1:00. Location: JSC Child Care Center